

VES Bookstore Order Form



Print order form and complete. Then submit order by mail, fax, or phone.

Name: _____ Email Address: _____

Street Address (no P.O. boxes): _____

City, State, Zip: _____

Phone (home): _____ (work): _____

Is this a _____ Residential or _____ Commercial address? (Check one for UPS shipping purposes.)

ITEM DESCRIPTION	QTY	SIZE	COLOR	UNIT PRICE	TOTAL

TOTAL:

SALES TAX (add 5.3%):

Please allow 2 weeks for delivery

SHIPPING (See chart below):

GRAND TOTAL:

Ordering information

Make checks payable to:

Virginia Episcopal School
400 VES Road
Lynchburg, VA 24503
ATTN: Casy Williams

Credit cards: MasterCard or Visa (please circle one)

Credit Card #:

Shipping and handling costs

Up to \$25.00Add \$11.00

\$25.01-\$50.00Add \$12.00

\$50.01-\$75.00Add \$13.00

\$75.01-\$100.00Add \$14.00

Over \$100.00 Call

Exp. Date:

Signature: _____

Ordering by phone: Call the Bookstore at 434.385.3661. Please have credit card information ready. If ordering by fax please call 434.385.3813.

Any questions or comments, please call or send email to cwilliams@ves.org.